

21 JUL 1980

25X1A

MEMORANDUM FOR: Chief, Supply Division, OL
Chief, Logistics Services Division, OL

FROM: [REDACTED]
Chief, Plans and Programs Staff, OL

SUBJECT: Training Federal Employees in Fuel-Efficient
Driving Techniques (U)

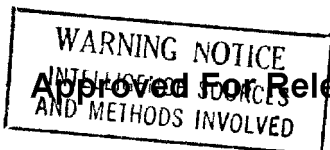
REFERENCE: Memo for Heads of Executive Agencies and
Departments fm Vice Chairman, 656 Committee,
dtd 7 Jul 80, same subj. (Exec Reg 80-433;
DD/A 80-1643; OL 0 3185)

1. Attached for your information and guidance is a copy of referent memorandum advising that all Federal Executive Departments and Agencies will shortly be required by Executive Order, to establish driver training programs to achieve better fuel efficiency. In preparation of this program, the General Services Administration is requesting that baseline data be established on the number of employees whose official duties require driving an official or privately-owned vehicle. Employees will be grouped into three categories, depending on the extent of their official driving duties. The object is to ensure that Federal employees are trained in fuel-efficient driving techniques which reportedly can be expected to yield fuel savings of between six to fourteen percent. (U)

2. To determine the number of drivers within each of the three categories and to what extent, if any, they have received driver training for fuel efficiency, it is requested that the "Data Report Form", Attachment A of the referent be completed. Only those drivers possessing valid Agency driver's licenses should be reported. (U)

For Motor Pool/LSD - In addition to including Motor Pool personnel in either categories A, B or C, also identify in category C, the number of Agency personnel who have been issued Agency driver's licenses. (U)

OL 0 3331



SUBJECT: Training Federal Employees in Fuel-Efficient Driving
Techniques (U)

25X1A 3. As we are working against a short deadline, I would
appreciate your response by 30 July 1980 or sooner if possible.
For further information or assistance, please contact [REDACTED] 25X1A
[REDACTED] on extension 8-8131. (C)

[REDACTED] 25X1A

Att.

Distribution:

- 0 - C/SD/OL
- 1 - C/LSD/OL
- 1 - Ol Reader
- 1 - OL/P&PS (Official)
- 1 - OL/P&PS (Chrono)

25X1A

OL/P&PS/[REDACTED]:ked/8131 (21 Jul 80)

MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

missing attachment